

GCCS 3.0 SEGMENT RELEASE BULLETIN FORMAT

The following format is to be used by GCCS 3.0 segment developers in producing the Segment Release Bulletins. Developers (or sponsoring government agencies) are required to submit Release Bulletins for each of their segments (in MS Word 6.0 format) upon submission of segments to Configuration Management. Release Bulletins are intended to be VERY SIMPLE and BRIEF instructions that a system administrator can copy and hand out to minimally qualified installers. Try to keep them to one page, to simplify copying and to reduce the chance that pages are overlooked.

Note: The example below is framed only to provide visual clarity. Frames must not be used in the actual Release Bulletin submitted by developers. The font used should be Times New Roman -- 11 point.

Segment Name, Version: _____, Date: _____ (Segment Prefix)

Segment Description

This is where the segment abstract is to be placed. The segment abstract provides a brief (roughly 6 line) description of the segment, particularly it's role relative to the application it supports and other segments related to the application.

Fixes & New Features

This section should list IN GENERAL TERMS the fixes and/or new features for this particular segment...the key fixes or features arriving with this delivery. If there are no fixes or new features, then state "NONE."

Known Problems

List any known problems that still exist with the segment. If there are no known problems then write NONE.

Installation Instructions

List each step in the format shown below. Be sure to consider processes that need to be shutdown and segments that need to be deinstalled. In no segments need to be deinstalled, state "NONE."

Step 1: (example) Shut down any programs or processes as necessary to ensure proper installation of the segment:

Step 2: Deinstall the following segments (list each on a separate line):

Segment1

Segment2

Step 3: Verify installation of required segments:

List whichever segments are required to install this particular segment. This should match the requires file in the SegDescrip directory.

Step 4: Install SEGMENT (Prefix), Version Number.

Example: Install AHQ 5.6.02.

Post Installation or Configuration Instructions

Identify in this section any important information that does not fit in the categories above, or extra steps an administrator must go through to set up the application after this segment is installed. In most cases, there are none. If so, state "NONE."